



COUNTY OF LOS ANGELES
OFFICE OF THE PUBLIC DEFENDER
OPEN COMPETITIVE JOB OPPORTUNITY



THIS ANNOUNCEMENT IS A RE-BULLETIN TO UPDATE MONTHLY SALARY, SPECIAL REQUIREMENT INFORMATION, APPLICATION INFORMATION, AND SUPERSEDES BULLETIN NO. 670-06-2007, POSTED FEBRUARY 5, 2007 WITH AN ORIGINAL FILING DATE OF OCTOBER 25, 2005. PERSONS WHO HAVE ALREADY APPLIED WITHIN THE LAST TWELVE (12) MONTHS NEED NOT REAPPLY, BUT MAY SUBMIT ADDITIONAL INFORMATION BY THE LAST DAY OF FILING. THE INFORMATION MUST INCLUDE THE CORRECT EXAMINATION TITLE AND NUMBER.

Bulletin No. 670-08-2008

Posting Date: February 27, 2008

JOB TITLE	<u>PSYCHIATRIC SOCIAL WORKER II</u>
EXAM NUMBER	L9035C
FILING DATES	October 25, 2005 until needs are met
SALARY	\$4,940.00 - \$5,973.00 MONTHLY \$5,088.73 - \$6,321.73 MONTHLY (effective January 1, 2009)
POSITION INFORMATION	Performs a wide variety of professional social work services for persons suffering from severe mental and emotional disturbances; and assists patients and their families in understanding and finding solutions to complex problems that lead to and result from mental illness and severe emotional disturbances.
ESSENTIAL JOB FUNCTIONS	The Psychiatric Social Worker II's will work with Deputy Public Defender attorneys in each of the ten juvenile branch offices to identify clients with psychosocial needs/problems. Duties will include: interviewing clients and/or their family members to obtain a family, social, medical and mental health treatment history; traveling to interview clients in juvenile detention or jail and making home visits when necessary; conducting psychosocial assessments; identifying specific services and resources in the community to address the psychosocial needs of clients; preparing written reports and recommendations for the assigned Deputy Public Defender; and testifying and speaking informally in court; working with Probation Department staff to identify minors with mental health problems who are in Juvenile detention camps and are not receiving the necessary treatment and services intended by the Court, and preparing recommended action plans to address the minors' psychosocial needs in the community.
MINIMUM REQUIREMENTS	<p>A Master's degree from an accredited* school of social work, including supervised field work experience in psychiatric social work followed by two years social work experience in a recognized social service agency, clinic, hospital or public health agency involving problems of mental or emotional adjustment and the use of psychiatric consultation, one year of which must have been in a mental health setting in a hospital, clinic or day treatment center. One additional year of the required experience will be accepted for the supervised fieldwork.</p> <p>Physical Class: 2 - Light: Light physical effort which may include occasional light lifting to a 10 pound limit, and some bending, stooping or squatting. Considerable walking may be involved.</p> <p>Licenses: License as a Clinical Social Worker issued by the California Board of Behavioral Science Examiners. A valid California Class "C" Driver License or the</p>

Office of the Public Defender: Address: 210 W. Temple Street, Suite 19-604, Los Angeles, CA 90012
24-Hour Job Line: (800)970-LIST; TTY Phone: (800) 801-5551

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ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

Special Requirement Information:

***Accreditation:** Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as **American Universities and Colleges and International Handbook of Universities** are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by **The National Association of Credential Evaluation Services and Association of International Credential Evaluators, Inc.**

*To receive full credit for any type of college degree, such as Associate, Bachelor, Master, or Doctorate degree, or for completion of a certificate program, you must include a photocopy of the diploma or certificate with your application. Official college transcripts, which include titles of courses completed, number of credits earned, date of graduation, major, and degree awarded, may be accepted in lieu of a copy of your diploma.

Shift: Day: 8:00a.m. - 5:00p.m.

SPECIAL INFORMATION

The resulting Eligible Register for this examination will be used to fill vacancies in the Office of the Public Defender.

VACANCY INFORMATION

This examination will consist of an oral interview weighted 100%. The interview will assess education, training, experience, personal fitness and general ability to perform the duties of the position. **Candidates must achieve a passing score of 70% or higher in order to be placed on the eligible register.**

EXAMINATION CONTENT

The names of candidates receiving a passing grade in the examination will be placed on the eligible register in order of their score group for a period of twelve (12) months following the date of promulgation. Passing this examination and being placed on the Eligible Register does not guarantee an offer of employment.

ELIGIBILITY INFORMATION

Retake Information: No person may compete for this examination more than once every twelve (12) months.

****** IMPORTANT INFORMATION ******

This examination will remain open until the needs of the service are met and is subject to closure without prior notice. Application filing may be suspended at any time without advance notice.

APPLICATION INFORMATION

Instructions for Filing Online: The Standard County of Los Angeles Employment Application for this examination can be completed Online and submitted electronically beginning Tuesday, October 25, 2005. Applications electronically received after 5:00 p.m., PST, on the last day of filing will not be accepted. **TO APPLY ONLINE GO TO:** <https://easier.co.la.ca.us>.

Applicants who apply Online, must either upload required documents as attachments during application submission or fax a photocopy of the required documents to (213) 633-5032 within five (5) business days of filing Online. Please include your Name, the Exam Number and the Exam Title on faxed documents.

Instructions for Hard Copy Submission : A Standard County of Los Angeles

Employment Application for this position will be accepted on business days only between 8:00 a.m. and 5:00 p.m., beginning Tuesday, October 25, 2005. A Standard County of Los Angeles Employment Application can be found at: <http://easier.co.la.ca.us/JobInfo/empapp.pdf>.

The acceptance of your application will depend on whether you have clearly shown that you meet the Minimum Requirements. Please fill out the application completely and correctly so you will receive full credit for related education and/or experience. Applications from persons with degrees from foreign universities will be accepted only if the course work completed is found to be equivalent to a degree obtained from a school in the United States. For each job held, give the name and address of your employer, your job title, beginning and ending dates, description of work performed, and salary earned. All information supplied by applicants is subject to verification. Applications may be rejected at any stage of the selection process.

Submit completed application and any required supplemental (if any) in person or by U.S. Mail to the following address:

PUBLIC DEFENDER HUMAN RESOURCES DIVISION
Clara Shortridge-Foltz Criminal Justice Center, Suite 19-604
210 West Temple Street
Los Angeles, CA 90012
(213) 974-2962

**DISABILITY
ACCOMMODATIONS**

Americans with Disabilities Act of 1990: All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA coordinator at (213) 974-2962.

Contact the Coordinator of Personnel Services for Disabled Persons by calling (213) 974-2962. Hearing impaired applicants with telephone teletype equipment may leave messages by calling (800) 801-5551. The County will attempt to meet reasonable accommodation requests whenever possible.

**AN EQUAL
OPPORTUNITY
EMPLOYER**

Equal Employment Opportunity: It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

**CHILD SUPPORT
COMPLIANCE**

Los Angeles County Child Support Compliance Program: In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

**VETERAN'S
CREDIT**

VETERANS' PREFERENCE CREDIT of 10 points will be added to the final passing grade in any open competitive examination if you are an honorably discharged veteran who served in the Armed Forces of the United States:

- During a declared war; or
- During the period April 28, 1952 through July 1, 1955; or
- For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; or
- In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded.

This also applies to the spouse of such person who, while engaged in such service

**EMPLOYMENT
ELIGIBILITY
INFORMATION**

was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans' preference. If you are unable to provide any documentation at the time of filing, the 10 points will be withheld until such time as it is provided.

Employment Eligibility Information: Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that **all** persons hired after November 6, 1986, are required to present original documents to the County, **within three (3) business days** of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

**RECORD OF
CONVICTIONS**

A full disclosure of all convictions is required. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers' compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). **ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.**

**SOCIAL SECURITY
ACT OF 2004**

Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website www.socialsecurity.gov, or call toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.